

## MEETING #14 – March 13

At a Regular Meeting (#1) of the Madison County Board of Supervisors on March 13, 2018 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman  
Jonathon Weakley, Vice-Chairman  
Kevin McGhee, Member  
Charlotte Hoffman, Member  
Amber Foster, Member  
Jack Hobbs, County Administrator  
Mary Jane Costello, Asst. County Administrator/Finance Director  
Frank Thomas, Interim County Attorney  
Jacqueline S. Frye, Deputy Clerk

### Call to Order

#### *Pledge of Allegiance & Moment of Silence*

#### 1. Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson advised that all members are present; a quorum was established.

Chairman Jackson recommended the following addition/correction to today's Agenda:

- ✓ *Add to Item 10B - Information/Correspondence: CSB Update - Supervisor Foster*

The County Administrator reported that Max Lacy, Madison Historical Society, has agreed to meet with the Board 22, 2018 at 1:00 p.m. in the Arcade.

- ✓ *Remove Item 4a - Flood Plain/Flood Way Mapping Update (Betty Grayson, Zoning Administrator absent due to illness)*  
*\*Item will be added to the next meeting Agenda\**

Supervisor Hoffman moved that the Agenda be adopted (as recommended), seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

#### 2. Public Comment:

Chairman Jackson opened the floor for public comment. The following individual(s) provided public comment:

- *Joe May: Comment made (on behalf of Mr. John Underwood) to thank Supervisor Hoffman and Chairman Jackson for their assistance with future visit of the five (5) visitors from Huelben, Germany (i.e. Mayor, Vice-Mayor, Minister and two (2) citizens) in May 2018*
- *Pete Elliott: Comments made regarding school safety; encouraged the Board to consider adding a County Planner position to the upcoming budget process, which he feels is desperately needed; also encouraged the Board to assess hiring law enforcement to be onsite at each school location to provide increased safety to the students of the County; advised favor of raising taxes in order to accommodate the need to improve school security*
- *Debbi Manzari (Stream Sweepers): Provided a brief overview of the clean-up efforts done at the Rapidan, Robinson and Hughes Rivers - 20 miles of the Rappahannock River were also cleaned during the past year that includes services being provided by County staff; clean-up will completed on the Rappahannock River this year through the Adopt-A-River program (i.e. voluntary based with*

landowners providing assistance for 4-5 mile stretches); advised of the need for updated tax parcel data and encouraged the Board to waive the associated fees for the GIS data files

Comments:

- *Chairman Jackson: Questioned if the Board desired to consider taking action on the associated fees for GIS data; noted that information was provided to the Board (in today's packet) regarding FOIA requests and associated fee schedules*

Brian Daniel, Commissioner, was present and advised that the GIS fee is part of the Building Department fee structure.

With no comments being brought forth, the public comment opportunity was closed.

3. Constitutional Officers:

- *Supervisor Weakley: Advised of emails from citizens inquiring why mailings (from COR) are sent in separate envelopes for residents with the same address*

The Commissioner advised that due to confidentiality and State Code requirements, his office is required to mail all documents separately. It was further noted that the existing software utilized by his office is unable to accurately match all names in the system database.

After discussion it was suggested that research be done on costs for appropriate software vs. costs for multiple mailings and also adhere to State Code requirements.

The public was advised that the recent forms sent from the Commissioner's office are due back by May 1st.

Additional discussions:

- *Supervisor Weakley: Noted that during the budgetary process, the Board has been asked to consider whether to hold a public hearing to enact an Ordinance to remove the existing late fee of ten percent (10%) for anyone that returns their form (to the Commissioner's Office) after the cut-off date; feels citizens should be penalized for something that they already own*

4. County Departments

- a. **Floodplain/Flood Way Mapping Update** .....Zoning Administrator Grayson
- b. **Public Safety Radio Project Next Steps**.....Dir. Of Emergency Communications Gordon

Brian Gordon, Director of Emergency Communications, was present and advised that since the recent presentation (by Black & Veatch), he has conversed with representatives from Motorola. Additional highlights involved the following:

- Motorola believes the proposed fees (provided by Black & Veatch) are a bit high (significant amount of funds that can be saved)
- The County hasn't been advised of future intentions for Greene County
- Proposed twenty-year equipment lifespan appears to be most realistic (as long as the required updates are being initiated as recommended)
- Specs for Phase II (as noted by Black & Veatch) depend on what is done in Greene County
- Without any definitive input for Greene County, Madison County will have to move forward with a 'stand-alone' system

- ✚ If a joint venture is initiated with Greene County, there will need to be some established requirements (this can be accommodated by Black & Veatch)

**Financing options:**

- ✚ 5-year plan with an interest rate of 4.07%
- ✚ 7-year plan with an interest rate of 4.22%
- ✚ 10 years with an interest rate of 4.5%
- ✚ Motorola also offers 0% promotional financing several times each year

***c. Radio Repeaters in Public Schools.....Dir. Of Emergency Communications Gordon***

- ✚ Brian Gordon, Director of Emergency Communications, advised that:  
Costs range between \$50,000.00-\$100,000.00 per school (depending on the layout of the facility)
- ✚ Research will be needed to assess school structures in order to attain more definitive insight
- ✚ If the County moves forward with installation of repeaters, it will result in funding being spent twice
- ✚ If repeaters are installed today, they may not adhere to the same technology as the proposed radio system

**Comments from the Board focused on:**

- ✚ Timeline involved for installation
- ✚ What is being done now to improve safety measures at the schools
- ✚ Cameras are now in place (live stream [interior/exterior])
- ✚ Effects of expending funds now when the system could potentially be upgraded soon
- ✚ Potential buy-back of surplus equipment
- ✚ Factory code requirements and whether there is a mechanism to allow for converting signals
- ✚ Whether the County owns the Blakey Tower site
- ✚ Whether the Blakey Tower site will accommodate the proposed upgrades (i.e. weight)
- ✚ Whether the tower located at the Young Farmer's grounds could suffice instead of building an additional tower
- ✚ Whether the tower at the Young Farmer's grounds would be used as the site tower
- ✚ First Net compatibility
- ✚ Whether there are other vendors (besides Motorola)

**Mr. Gordon indicated that:**

- ✚ Although repeaters can be installed at this time for use with the current radio system, they may not be compatible should the County decide to purchase the proposed radio system
- ✚ There is no commitment for the 'buy back' of surplus equipment (from Motorola) - a credit will be issued instead
- ✚ Current specs will be for a 'stand-alone system' (no commitment from Greene County)
- ✚ There is a difference in "European vs. American" standards

Robert Finks was present and advised that based on State Code requirements, a contractor is required to install an initial system; after installation, remaining aspects are the responsibility of the locality." In closing, he confirmed that the County does own the Blakey Tower site; further noted that an agreement has been attained with Rappahannock Electric Co-op that will allow the microwave on their tower.

Additional discussions focused on the last equipment upgrade (4-5 years ago) that was a lower standard and was deemed to be a 'short-term' upgrade.

The County Administrator advised that work on this topic is being done with the assumption that the County will move forward with utilizing Motorola, and the idea that the County is waiting on other localities before making a definitive decision. In closing, he noted uncertainty if the County is in agreement with the idea of partnering with other localities.

Mr. Gordon noted that:

- ✚ There are other vendors available
- ✚ Study was based on comparisons using 2015 pricing as opposed to current rates
- ✚ FirstNet is utilized to improve telephone communications and not good radio communication signals
- ✚ County currently has very poor cellular capability once away from Route 29
- ✚ Installation can be done quicker - repeaters can be installed with the current equipment but will not offer the same level of technology as the proposed equipment

The Board thanked First Responders (fire, law enforcement, medical, etc.) for providing assistance to the County during the recent local emergency declaration, and Clarissa Berry, Commonwealth Attorney, for serving as the Interim County Attorney during the absence of Mr. Shackelford.

## 5. Committee/Organization

### 6. Finance

#### a. Claims

\$31,213.32 (3'9'18)

~~\$31,967.51~~ (3'13'18)

\$63,180.83 (Total)

Supervisor McGhee moved that the Board approve Claims for March 2018 totaling \$63,180.83 as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

### 7. Minutes: February 27, March 1 & 8 Meetings

Chairman Jackson called for corrections and/or adoption of the Minutes for February 27, March 1 & 8.

Supervisor Hoffman moved that the Board approve Minutes from February 27, March 1 & 8, as presented, seconded by Supervisor Weakley. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

### 8. New Business:

**a. Criglersville School Advisory Committee:** The County Administrator referred to ideas relating to having the old Criglersville School demolished and clear the sight; however, the Board further suggested to assess finding a better use for the property. As a result of the aforementioned idea, the Board was presented with considering assess whether to advertise for applicants to be elected to serve on a charter committee.

After discussion, it was the consensus of the Board to advertise for the charter committee and discuss this item at the next meeting session.

**b. Funding for Huelben Delegation:** Supervisor Hoffman advised that there is a delegation of citizens from Huelben, Germany that wish to visit Madison County in May 2018; a request has been presented to the TOT Committee to authorize the use of some funds to help defray costs for their stay (i.e. meals, lodging and activities). The TOT Committee did authorize an allocation of up to \$5,000.00 to be expended while the visitors from Huelben, Germany are visiting Madison County.

The County Administrator advised that there will be additional funding for the TOT fund received through the lodging tax; revenues are expected to exceed the estimate (by about \$15,000.00) and will need to be approved by the Board.

- Bill Campbell was present and offered the use of his cabin home to be used for lodging, should this be necessary.

Supervisor McGhee moved that the Board approve TOT funding up to \$5,000.00 to cover the costs of meals, lodging and activities for the visitors from Huelben, Germany, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

## 9. Old Business:

**a. Madison County Fair Fee Waiver:** The County Administrator advised that a request for a waiver of landfill, building and zoning fees has been requested by the Madison County Fair Board.

Supervisor McGhee moved that the Board all fees associated (i.e. landfill, building, zoning) associated with the 2018 Madison County Fair (7'18'18 - 7'21'18), as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

**b. Colorectal Cancer Month Proclamation:** The Deputy Clerk advised of a request by Ms. Lisa Brown for the Board to adopt a proclamation to advise that March is Colorectal Cancer Month; the intent is to make the public aware of the importance of having regular colon screenings.

Supervisor McGhee moved that the Board adopt the proclamation to denote March as Colorectal Cancer Awareness Month, seconded by Supervisor Weakley. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

## 10. Information/Correspondence

### Stream Sweepers' Request:

Supervisor Weakley moved that the Board waive the disposal fees for Stream Sweepers to dispose of debris in the Madison County Transfer Station, seconded by Supervisor Foster.

- *Chairman Jackson: Clarified that the Stream Sweepers is asking for the GIS map fee (\$100.00) to be waived (not the landfill disposal fee).*

Supervisor Weakley amended his motion to request the GIS data fees be waived (\$100.00) (as requested by the Stream Sweepers), seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

Ms. Manzari advised that although today's request doesn't involve landfill disposal fees, she noted that the option to waive these fees would be most appreciated as well. In closing, it was reported that the Stream Sweepers removed 16.5 tons of debris from local rivers during the last clean-up endeavor.

The Board encouraged Ms. Manzari to return to the Board in the event a waiver of landfill disposal fees becomes necessary.

**a. Status Report on Projects - County Administrator Hobbs:** The County Administrator provided a document to denote all open projects to include the following:

- Website
- Reassessment
- Recodification
- FY19 budget
- Comprehensive Plan
- Animal Shelter Van
- Social Services Building Lease Negotiations
- Status of the Emergency Services Coordinator Role
- Status of County Attorney
- Radio System Project
- Tree Replacement (War Memorial Building/Dept. of Social Svcs.)

Comments from the Board focused on the timeframe for updating the County's Flood Plain Ordinance.

The County Administrator advised that to the best of his knowledge, the State has all localities on a five-year review cycle, and suggested the Board also review the flood plain mapping system.

- Clarissa Berry, Commonwealth Attorney, was present and advised that the plain will include all the major rivers located throughout the locality.

**b. CSB Update:** Supervisor Foster advised that the recent CSB meeting reviewed the hire of a new Executive Director, James LaGrafte, who is a resident of Madison County. In closing, she advised that she will introduce him to respective departments within the County, and will also establish a meeting with the Department of Social Services, the Sheriff's Office and the Commonwealth Attorney to discuss County concerns at 1:00 p.m. on Thursday.

## **11. Public Comment**

Chairman Jackson opened the floor for public comment.

The following individual(s) provided comments:

- Bill Campbell: Comments pertained to First Net (an affiliate of AT&T) that proposes to provide a new generation of communication that will be offered countywide; services provided will make all radio operations obsolete and will be available within the next 3-4 years, but will be expensive.
- Robert Finks: Comments pertained to the fact that the website for First Net website advises that the proposed system being offered isn't a replacement for public safety radios.

- Joe May: Comments pertained to the fact that the proposed radio system (presented by Black & Veatch) is was noted to have a lifespan of not more than seven (7) years (based on the financing options); questioned what techniques are utilized in more rural locations (i.e. West Virginia)

Chairman Jackson welcomed Frank Thomas, Esquire, who will be serving as the Interim County Attorney during the remaining absence of V. R. Shackelford, III.

The Board also thanked Clarissa Berry, Commonwealth Attorney, for her service as the Interim County Attorney for the past several months.

With no further comments being brought forth, Chairman Jackson closed the public comment opportunity.

**12. Closed Session:** None

**13. Adjourn**

With no further action being required, Supervisor Hoffman moved that the meeting be adjourned, seconded by Supervisor McGhee.

After discussion, Supervisor Hoffman amended her motion to continue the meeting until Thursday, March 22, 2018 at 1:00 p.m. at the Madison Arcade, seconded by Supervisor McGhee. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

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R. Clay Jackson, Chairman  
Madison County Board of Supervisors

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Clerk of the Board of the Madison County Board of Supervisors  
Adopted on: March 27, 2018  
Copies: Board of Supervisors, County Attorney & Constitutional Officers

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**Agenda**  
**Regular Meeting**  
**Madison County Board of Supervisors**  
**Tuesday, March 13, 2018 at 4:00 p.m.**  
**County Administration Building, Auditorium**  
**414 N Main Street, Madison, Virginia 22727**



***Call to Order***

***Pledge of Allegiance & Moment of Silence***

1. Determine Presence of a Quorum / Adopt Agenda
2. Public Comment
3. Reports from Constitutional Officers
4. Reports from County Departments

*a. Flood Plain/Flood Way Mapping Update ..... Zoning Administrator Grayson*

*b. Public Safety Radio Project Next Steps ....Dir. Of Emergency Communications Gordon*

*c. Radio Repeaters in Public Schools .....Dir. Of Emergency Communications Gordon*

5. Reports from Committees and Organizations

6. Finance .....Finance Director Costello

a. Claims

b. Supplemental Appropriation Requests

7. Approval of Minutes: February 27, March 1 & 8 Meetings

8. Old Business:

a. Criglersville School Advisory Committee ..... County Administrator Hobbs

b. Funding for Hüelben Delegation ..... Mrs. Hoffman

9. New Business:

a. Madison County Fair Fee Waiver ..... County Administrator Hobbs

b. Colorectal Cancer Month Proclamation ..... Deputy Clerk Frye

c. Stream Sweepers Request.....Debbie Manzari

10. Information/Correspondence

a. Status Report on Projects..... County Administrator Hobbs

b. CSB Update .....Supervisor Foster

11. Public Comment

12. Closed Session

13. Adjourn